

Walter Underwood

Full-time Student

Contact

Address

Millbrae, CA, 94030

E-mail

Walonsunderwood@gmail.com

Skills

Management Skills

Very Good

Proficient with

Very Good

Microsoft Word, Excel, and PowerPoint.

Very Good

Experience in budgeting, organization, and planning.

Very Good

Good in stress management, problem solving, and interpersonal communication

Excellent

Languages

Keiser University English Institute; fluent English speaker.

Very Good

Spanish —Native language.

Excellent

Highly motivated Sales Associate with extensive customer service and sales experience. Outgoing sales professional with track record of driving increased sales, improving buying experience and elevating company profile with target market.

Work History

2022-01 -

Current

Fullfilment Associate

Lowes, San Francisco, CA

- Cross-trained new associates on picking and filling orders for warehouse products.
- Received and reviewed new orders, located requested merchandise and promptly initiated processing.
- Collaborated with sales team members to stay current on inventory levels, complete accurate orders and resolve item issues.

2021-01 -

2021-01

Supervisor

San Francisco United Parking, San Francisco, CA

- Managed and provided customer service in valet parking in downtown San Francisco
- Organize and demonstrate leadership over 10+ employees in a 500+ car daily garage.

2020-01 -

2021-01

Supervisor

Swift Truck Company, Lancaster, Tx

- I was in charge of directing and organizing the aesthetic maintenance of trucks, about 110 trucks per week
- Writing daily reports on truck assignments to new drivers.

Education

2019-01 -

2022-01

Engineering Associate: Civil, Science

Mountain View College - Dallas, TX

2019-01 -

2022-01

Associate of Science: Engineering (Pre-Engineering)

Mountain View College - Dallas, TX

GPA: 3.73, of a possible of 4.0. Half of college expenses financed by a full-time job (40 hours weekly).

- Member of American Association of Civil Engineering
- Member of Phi Tetta Kappa
- Member of Dallas College Honors Program

Additional Information

- Leadership Awards: Competitive EDGE, Employment EDGE, Transfer EDGE, and Research EDGE.
- Voluntering : Local Church on Dallas, North Texas Food Bank, Chris Howell's Foundation, Pastoral Social Club (Nicaragua).